

Lansing, Michigan

December 4, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, December 4, 2001, at 11:00 a.m.

Present: Brian DeBano, Director of State Government Affairs, representing
 John Engler, Governor, Chairperson
 David Hildenbrand, Deputy Chief of Staff, representing Dick
 Posthumus, Lt. Governor
 Theodore Hughes, Assistant Attorney General for Law, representing
 Jennifer M. Granholm, Attorney General
 Julie Croll, Chief Deputy State Treasurer, representing Douglas B.
 Roberts, State Treasurer
 A. Edwin Dore, Deputy Secretary of State, representing Candice
 Miller, Secretary of State
 Carol Wolenberg, Deputy Superintendent, representing Thomas D.
 Watkins, Superintendent of Public Instruction

Arlene Oisten, Secretary

Others Present:

Sherry Bond, James Burris, James Konrad of the Department of
Management and Budget; Randy Knapp, Pamela Lavender of the
Department of Transportation; Mary Kramer of the Michigan
Economic Development Corporation

1. **CALL TO ORDER:**

The meeting was called to order by Mr. DeBano. Reverend William Renfrew of St. Paul's Episcopal Church gave the invocation. Mr. DeBano then led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Hildenbrand moved that the minutes of the State Administrative Board for the regular meeting of November 20, 2001 be approved as distributed. Mr. Dore supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD

None

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

The Michigan Strategic Fund Review Board recommends approval of a modification of one additional subzone to an existing Renaissance Zone located in the Muskegon/Muskegon Heights Renaissance Zone beginning January 1, 2002.

Ms. Wolenberg moved that the Michigan Strategic Fund Review Board recommendation for the modification be approved by the Board. The motion was supported by Mr. Hildenbrand and unanimously approved.

Retention and Disposal Schedules:

Department of Environmental Quality, Waste Management Division,
10/22/01

Family Independence Agency, Child and Family Services Administration,
Child Welfare Institute, 10/30/01

Northern Michigan University, Associate Vice President for Finance and
Planning, 8/27/01

Mr. Hildenbrand moved that the Retention and Disposal Schedules be approved by the Board. Ms. Croll supported the motion and it was unanimously approved.

7. **REPORTS AND RECOMMENDATIONS OF COMMITTEES:**
 (Please see the following pages)

Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held November 27, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of November 27, 2001 be approved and adopted with the withdrawal of item 14 (4) at the request of the Department of Management and Budget. The motion was supported by Mr. Hildenbrand and unanimously approved.

Ms. Croll presented the Building Committee Report covering the regular meeting held November 28, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of November 28, 2001 be approved and adopted. The motion was supported by Ms. Wolenberg and unanimously approved.

Mr. Dore presented the Transportation and Natural Resources Committee Report for the regular meeting of November 28, 2001. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Dore moved that the Transportation and Natural Resources Committee Report covering the regular meeting held November 28, 2001 be approved and adopted, with the withdrawal of item 14, 15, 16, and 19 of the regular Transportation agenda at the request of the Department. The motion was supported by Ms. Croll and was unanimously approved.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Mr. Hildenbrand moved the meeting be adjourned. The motion was supported by Mr. Hughes and unanimously approved. Mr. DeBano adjourned the meeting.

SECRETARY

CHAIRPERSON